



CANNON BUILDING
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BOARD OF FUNERAL SERVICES

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MEETING MINUTES:	BOARD OF FUNERAL SERVICES
DATE AND TIME:	November 15, 2016 at 10:00 a.m.
PLACE:	861 Silver Lake Boulevard, Dover, Delaware Conference Room B , second floor of the Cannon Building
MINUTES FOR APPROVAL:	January 24, 2017

MEMBERS PRESENT

S. Keith Parsell, Professional Member, President
Ann Happoldt, Public Member
Danna Levy, Public Member
Bill Torbert, Professional Member

MEMBERS ABSENT

Duwayne Casini, Professional Member, Secretary
Chad Chandler, Professional Member
Jane Hovington, Public Member

DIVISION STAFF

Meredith Hurley, Administrative Specialist II
Eileen Kelly, Deputy Attorney General

CALL TO ORDER

Mr. Parsell called the meeting to order at 10:04 a.m.

Mr. Parsell introduced Ms. Happoldt as the newest public member to the Board and welcomed Ms. Kelly, who is filling in for the Board's Deputy Attorney General today.

REVIEW AND APPROVAL OF MINUTES

Meeting Minutes – September 27, 2016

Ms. Levy moved, seconded by Mr. Torbert, to approve the September 27, 2016 meeting minutes as written. By unanimous vote, the motion carried.

UNFINISHED BUSINESS

Discussion Regarding SB65 and Changes to Rules & Regulations

Mr. Parsell introduced the typed version of what was discussed at the prior meeting. The Board reviewed the items again while Mr. Parsell explained some of the changes he made from the last meeting. He supplied some rules from Pennsylvania and Maryland for comparison.

Mr. Parsell raised a concern about the exemptions in 3118(a) of the law that conflicts with the limited license that Delaware offers.

Mr. Parsell also suggested starting a discussion with other agencies when it comes to the 24-hour rule. This is found under the Board of Health. Mr. Torbert state this has been a source of confusion for years when other agencies rules overlap and aren't clearly defined. Ms. Kelly stated that she likes to reach out to the other agency's DAGs when it involves some overlap.

Ms. Kelly will supply Mr. Maloney with the concerns raised during this discussion.

Review of Substantially Related Crimes List

The Board reviewed the changes Mr. Maloney submitted and had no revisions or suggestions.

NEW BUSINESS

Review of Applications for Continuing Education Approval

Mr. Torbert moved, seconded by Ms. Levy, to approve the requests for continuing education listed below. By unanimous vote, the motion carried.

Andrew Parsell, "Delaware State Funeral Directors Meeting" for 1 hour.

Andrew Parsell, "Full Thickness Skin Recovery" for 1 hour.

ASD – Answering Service for Directors, "Making the Connection with Cremation Phone Shoppers" for 2 hours.

Abandoned Cremated Remains

The Division received a call from a funeral director in regards to 3121(c) in the statutes that deals with notification to the Attorney General's office of abandoned cremated remains. The caller stated that he called the Attorney General's office for guidance to comply with the law but was told that they did not know anything about it.

Mr. Parsell stated that this addition to the law was created after very old cremated remains were discovered in funeral homes recently. He would hope that the AG's office would want a system in place to prevent the same thing from happening.

Ms. Kelly advised that she would pass this concern on to Mr. Maloney for further inquiry.

Model Practice Act Draft

Mr. Parsell gave a brief overview of the Model Practice Act with no further action necessary.

The Conference 2017 Annual Meeting

The Board discussed the upcoming annual meeting for informational purposes only.

2016 Audit

Ms. Happoldt moved, seconded by Mr. Torbert to randomly audit 10% of licensees and 100% of those that renew late. By unanimous vote, the motion carried.

CORRESPONDENCE

There was no correspondence.

OTHER BUSINESS BEFORE THE BOARD (For discussion only)

There was no other business before the Board.

PUBLIC COMMENT

There was no public comment.

NEXT MEETING

The next Board meeting is scheduled for Tuesday, January 24, 2017, at 10:00 a.m. in Conference Room A, second floor of the Cannon Building, 861 Silver Lake Boulevard, Dover, Delaware.

ADJOURNMENT

There being no further business before the Board, Mr. Torbert moved, seconded by Ms. Levy, to adjourn the meeting at 10:52 a.m. By unanimous vote, the motion carried.

Respectfully Submitted,

A handwritten signature in black ink that reads "Meredith Hurley". The signature is written in a cursive, flowing style.

Meredith Hurley
Administrative Specialist II